

Due to technical difficulties with the tape recorder at the last Advisory Committee Meeting, the tapes of the minutes were undecipherable. Therefore, the attached summary of the meeting, prepared by Terri Ciau, was provided to the Advisory Committee for comments/changes and approval. At the April 7, 2006 Advisory Committee Meeting the following summary of the meeting was approved and are now entered on record as the official minutes.

MEMORANDUM**DATE:** November 17, 2005**TO:** Advisory Committee Members
Hearing Aid Dispensers Bureau**FROM:** Terri A. Cia**SUBJECT:** *Summary of Hearing Aid Dispensers Committee Meeting*

The following is a brief summary of the committee meeting that was held on November 10, 2005. The meeting minutes will also be prepared for your review and approval at the next committee meeting.

- I. Introductions – The committee members, bureau staff and audience made self-introductions. Some of the members inquired on their terms. In response to the inquiry, please see the following information:

Members	Appointment Type	Appoin tment Date	Expiration of Term
Kimberly Gates*	Public	11/5/03	1/1/07
Marva Johnson-Wright*	Licensed Professional	10/9/03	1/1/07
Ann Cony**	Public	4/4/01	1/1/05
Robert Gnam*	Licensed Professional	3/19/02	1/1/06
Dyan Sublett***	Public	3/1/01	1/1/05
VACANT*	Public		
VACANT*	Licensed Professional (Audiologist)		

* Appointed by the Governor

** Appointed by the Senate pro Tempore

*** Appointed by the Speaker of the Assembly

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- II. Minutes - Committee members approved the March 18, 2005 minutes with the correction on page 5.
- III. Chair's Update – The chair person recommended that each committee member forward a letter to the Director to propose that the acting manager be appointed as a permanent manager/chief for the Hearing Aid Dispensers Bureau (Bureau).
- IV. Bureau Update
 - ⇒ 4A. Customer Survey – The members reviewed the survey and Ms. Gates made a recommendation that a comment category should be added to the survey. The Bureau will meet with the Complaint Mediation Program to follow up on the member's recommendation.
 - ⇒ 4B. Implementation of the Continuing Education Audit – Bureau staff shared the continuing education audit process that will be implemented next calendar year. Committee members “bought off” on the audit.
 - ⇒ 4C. Strategic Plan – The members received a final copy of the strategic plan and staff shared with the members that the plan is a “road map” for the Bureau and needs to be updated yearly.
 - ⇒ 4D. Budget – The Bureau staff shared the latest fund condition with the members. In response to the budget there were some questions regarding the recommended reserve level (3-6 months), fluctuation in expenditures, etc.
 - ⇒ 4E. Move – Discussed the move and provided committee members with the address and map of the new location.
- V. Consumer Outreach

Members reviewed the brochure and requested that once the brochure is finalized, it's also translated into Spanish and Vietnamese. The Bureau staff will follow through with the request.
- VI. Sunset Review
 - ⇒ The members were provided with a template of the sunset report that will need to be prepared and submitted to the Legislature no later than September 2006. The members were also advised that the final report should be completed no later than July 1, 2006, for internal and agency reviews.
 - ⇒ 6A. Education Requirements – A summary of the informational hearing was provided to the members. From the informational hearing, the members had three proposals to consider. After a lengthy discussion and public comments, the committee has formed a subcommittee and invited volunteers from the hearing aid and audiology associations to join them in “fleshing out” a final proposal to submit to the Director for consideration in responding to the 1998 sunset finding.
 - ⇒ 6B. Reciprocity – The members formed a subcommittee and invited volunteers from the audience to join the subcommittee to review the reciprocity issue.

VII. Regulations

7A. Cite and Fine Regulations – the members were provided a background paper and draft language regarding the increase from \$2,500 to \$5,000. The members supported the draft regulatory language.

7B. Revisions for Continuing Education – The committee members formed a working group to meet with bureau staff to review the revisions to the continuing education programs (course content guidelines, changes in approval processes, appeal process for denied courses, etc.) and draft a final proposal on the revisions for review and consideration by the committee members.

VIII. Written and Practical Examination Update

The members reviewed the update regarding progress in conducting workshops and the pass/fail data on the written and practical examinations. The members were also advised that due to the extended time for the practical exam in November, a fourth practical examination is being added to the 2006 calendar.

IX. Advisory Committee Meetings for the 2006 calendar.

The members have tentatively selected from the following dates for the meetings that are all held in Sacramento.

April 7th, July 14th, October 20th.

X. Public Comment

None was given.

XI. Meeting adjourned at approximately 2:30 p.m.